

AMBER BURKHEAD

GRAPHIC DESIGNER

noblesville, in | amber.l.burkhead@gmail.com | 574.299.3548 | amberburkhead.com

EDUCATION

BACHELOR OF ARTS, BUTLER UNIVERSITY | INDIANAPOLIS, IN

Art+Design Major

- Secondary Area of Study: Strategic Communications (Advertising & PR)
- Design Internships: Willow Marketing, Taft Stettinius & Hollister LLP, Butler HRC, Butler Marketing Department
- Studied Abroad: Italy & Greece, Summer 2012

August 2010 - May 2014

PROFESSIONAL EXPERIENCE

FREELANCE | INDIANAPOLIS, IN & REMOTE

Graphic Designer & Photographer

- Various design projects with clients both in the Indy area and across the US
- Remote work, communication via Zoom, Pinterest, email, and phone
- Event, family, senior, and professional headshot photography

August 2013 - Present

ITOWN CHURCH | FISHERS, IN

Graphic Designer

- Led organization re-brand and collaborated on current logo design
- Designed media for all platforms including social media, web, in-service, print, small- and large-scale signage, and apparel
- Delivered scripted videos by reading from a teleprompter
- Captured event and headshot photos
- Project management

May 2018 - October 2020

INDIANA REPERTORY THEATRE | INDIANAPOLIS, IN

Graphic Designer

- Led company re-brand, including current logo design
- Created ads, posters, print collateral, email design, and event programs
- Captured event and headshot photos
- Project management

March 2015 - April 2018

BUTLER'S HEALTH & RECREATION CENTER (HRC) | INDIANAPOLIS, IN

Graphic Design & Marketing Manager

- Managed a team of student workers
- Juggled a wide variety of tasks including graphic design, social media, email campaigns, and website upkeep

April 2013 - February 2015

SKILLS

- Managing and working on a team
- Digital photography
- Strategic and creative writing (AP style)
- Creative brainstorming and conceptualizing
- Attention to detail
- Time management (working with a deadline)
- Reliable team player
- Constructive critique (giving and receiving)
- Project Management (task prioritization, client communication)

SOFTWARE

Adobe InDesign	○ ○ ○ ○ ○
Adobe Photoshop	○ ○ ○ ○ ○
Adobe Lightroom	○ ○ ○ ○
Adobe Illustrator	○ ○ ○ ○
G-Suite	○ ○ ○ ○ ○
Word & Pages	○ ○ ○ ○ ○
Zoom	○ ○ ○ ○ ○
Asana (Task Mgr.)	○ ○ ○ ○

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PROFESSIONAL DEVELOPMENT

CREATIVE MORNINGS | INDIANAPOLIS, IN

Attendee

- Network with local creatives
- Creative brainstorming and collaboration

November 2015 - Present

@IGERSINDY MEET-UP | INDIANAPOLIS, IN

Meet-Up Participant

- Sharpen digital photography skills
- Network with local photographers

December 2015 - Present

ADOBE MAX CONFERENCE | SAN DIEGO, CA

Attendee

- Sharpen and learn new skills in the newest Adobe Suite, design software
- Attend lectures from industry leaders and top creative thinkers
- Network with other creative professionals from all over the world

November 2016

LEADERSHIP & VOLUNTEER ROLES

BUTLER UNIVERSITY | INDIANAPOLIS, IN

Internship & Career Services Advisory Board Member

- Offer real world insights on interviewing and hiring best practices
- Network with other Butler alum and faculty

January 2015 - Present

GENESIS CHURCH | CARMEL, IN

Children's Ministry Team Member

October 2020 - Present

ITOWN CHURCH | FISHERS, IN

Children's Ministry Team Member

Greeter & Events Team Member

Sept 2016 - Oct 2020

PUBLICATIONS

HGTVGARDENS.COM

"8 Team Mascot Doghouses: From Air-Conditioning to Slides, These Deluxe Doghouses Pamper their Live Sport Mascots" (Trip's Doghouse, Images 5-7)

September 8, 2016